

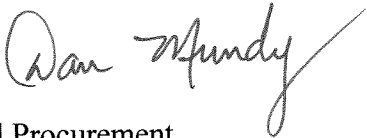
Memorandum

*Flex your power!
Be energy efficient!*

To: REX JACKMAN, DISTRICT 1
MICHELLE MILLETTE, DISTRICT 2
ALYSSA M. BEGLEY, DISTRICT 3
BECKY FRANK, DISTRICT 4
DAVID M. MURRAY, DISTRICT 5
STEVE CURTI, DISTRICT 6
LINDA WRIGHT, DISTRICT 7
DIANA MORALES, DISTRICT 8
BRAD METTAM, DISTRICT 9
TOM DUMAS/DAN BREWER, DISTRICT 10
CHRIS SCHMIDT, DISTRICT 11

Date: September 18, 2008

ATTENTION: Section 5311 – District Transit Representatives

From: DAN MUNDY 
Branch Chief
Rural Transit and Procurement

Subject: Federal Transit Administration Non-Urbanized Area Formula Program, Section 5311 Program –
Federal Fiscal Year 2009 Cycle and Program Updates

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users legislation provided rural (non-urbanized) program funding through fiscal year 2009. For this next cycle, Federal Fiscal Year (FFY) 2009, the California Department of Transportation (Department), Division of Mass Transportation (DMT), will be allocating approximately \$18 million in formula funding to promote and enhance public transportation in rural areas. The actual amount of funding available for individual programs is subject to the annual appropriations process. For a complete breakdown of estimated funding, please see ATTACHMENT A.

Although some program requirements were modified, the process for programming projects remains unchanged. The District Transit Representatives (DTRs) should distribute these instructions and information to all transportation planning agencies **no later than October 3, 2008**. Please provide the Headquarters (HQ) Rural Transit and Procurement (RTP) Planner a copy of the District's notice. The timeline for achieving this goal is important to the success of this program.

New

- For all Capital and Flex Fund Projects - a complete application **MUST** be submitted with the Program of Projects (POP).
- New section added on the POP, PART IV. Vehicle Replacement Information

Regional /County Balance Sheets – The HQ RTP staff will electronically provide the DTRs with the Districts' region/county balance sheets. The balance sheets have been revised to FFY 2009 funding amounts and the status of any previously programmed project.

The DTRs are responsible for ensuring that accurate financial information is made available to all transportation planning agencies to plan or program projects eligible for federal funding under the Section 5311 program. Any discrepancies should be reported and resolved by the DTR and the HQs RTP Planner prior to the release of the information to the transportation planning agency.

Federal Statewide Transportation Improvement Program (FSTIP) – A Transportation Planning Agency must ensure that Section 5311 and 5311(f) *capital* projects (operating projects are exempt from this requirement) are included in the FSTIP, which is jointly approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Metropolitan Planning Organizations (MPOs) are responsible for programming projects within their jurisdiction. Upon receiving the POPs from the Districts, RTP staff will submit **Non-MPO / Rural Transportation** organizations projects directly to the Department's Division of Transportation Programming for inclusion into the FSTIP.

Program of Projects – The POPs form has been revised to include specific information related to the procurement of a vehicle. When a replacement vehicle is identified, please ensure the table in Part IV – Vehicle Replacement Information is completed. *A Vehicle Identification Number is required.*

Section 5311 Application – The DTRs should ensure that subrecipients use the *revised* Section 5311 application for FFY 2009. The *revised* application includes the following revisions:

- Part I. Certifications and Assurances – Item 21. FFY updated to 2009.
- Part II. Certifications and Assurances of the Regional Agency – revised to expand on the STIP requirements. Applicants must provide FSTIP page and FTA/FHWA Letter of Approval for all projects being programmed under Section 5311, when applicable.

Capital and Flexible Funded Projects – Beginning *with FFY 2009, all capital* project applications, including flexible funded, will be due by December 31, 2008, to the DTR in their respective district. The HQ RTP Planner will initiate any transfer of funds for flexible funded projects.

Section 5311 POP and Application Process Due Dates

<i>Action Dates</i>	<i>By Whom</i>	<i>Action Required</i>
September 18- October 3, 2008	HQ DTR	Review balance sheets and confirm funding levels. Address/resolve discrepancies.
October 3, 2008	DTR	Release POP instructional memo and forms to the region/county within their district.
December 31, 2008	SUB DTR	All POPs, FSTIP programming information, all capital and flex funded project applications are due to DTR from TPAs.
January 1-31, 2009	DTR HQ	All POPs, all flex funded and capital project applications due to the HQ RTP Planner.
March 31, 2009	HQ	2009 Annual Certifications and Assurances due to HQs RTP Planner.
<i>Anticipated February 2009</i>	HQ DTR	Call for Discretionary Program Projects - Section 5311(f) Intercity applications due to HQ August 2009.
June 30, 2009	HQ	All Grant 28 (FFY 2008) regional apportionment funded project applications due to DTRs.

SUB = subrecipient

For additional information or assistance, please contact the appropriate DMT HQ staff.

**Disadvantaged Business Enterprise Liaison (DBE)
Tracey Frost (916) 657-4373**

Areas of Assignment	HQs RTP Planner	Phone Number
Districts 1,4, &10 Rural National Transit Database Drug & Alcohol Management Information System (MIS)	Helen Louie	(916) 654-3860
District 2, 3 DBE Bi-Annual Reporting 5311(f) Intercity	Ronaldo Hu	(916) 657-3955
Districts 5, 7, 8, &11 5311(f) Intercity	Fred Lenhart	(916) 654-7601
Districts 6, 9	Jennifer Louie	(916) 654-9955
Vehicle Inspections & Specifications	Ralph Martinez	(916) 657-4059
Procurement, Contracts and Monitoring Rural Transit Assistance Program (RTAP)	Lupe R. Rios	(916) 654-8411
Grant Management and Monitoring	Anne Dunisch	(916) 654-8625

Forms available on the RTP Website: <http://www.dot.ca.gov/hq/MassTrans/5311.html>

ATTACHMENT A

SECTION 5311 Estimates FFY2009 APPORTIONMENT

PER CAPITA SHARE:

D	CO./REG.	2000 CENSUS	Est FY09 Apport.
4	MTC	300,435	\$1,349,626
3	SACOG	145,407	\$653,203
3	TRPA	32,513	\$146,056
10	ALPINE	1,208	\$40,000
10	AMADOR	35,100	\$157,678
3	BUTTE	113,950	\$511,891
10	CALAVERAS	40,554	\$182,178
3	COLUSA	18,804	\$84,472
1	DEL NORTE	27,507	\$123,568
3	EL DORADO	109,396	\$491,432
6	FRESNO	244,564	\$1,098,640
3	GLENN	26,453	\$118,833
1	HUMBOLDT	126,518	\$568,349
11	IMPERIAL	88,312	\$396,719
9	INYO	17,945	\$80,613
6	KERN	265,520	\$1,192,780
6	KINGS	59,822	\$268,735
1	LAKE	58,309	\$261,938
2	LASSEN	33,828	\$151,964
7	LOS ANGELES	101,334	\$455,217
6	MADERA	65,002	\$292,005
10	MARIPOSA	17,130	\$76,952
1	MENDOCINO	86,265	\$387,523
10	MERCED	92,362	\$414,912
2	MODOC	9,449	\$40,000
9	MONO	12,853	\$57,739
5	MONTEREY	90,259	\$405,465
3	NEVADA	92,033	\$413,434
12	ORANGE	5,262	\$0
3	PLACER	71,428	\$320,874
2	PLUMAS	20,824	\$93,546
8	RIVERSIDE	168,115	\$755,213
5	SAN BENITO	53,234	\$239,140
8	SAN BERNARDINO	242,603	\$1,089,831
11	SAN DIEGO	139,397	\$626,205
10	SAN JOAQUIN	66,230	\$297,521
5	SAN LUIS OBISPO	126,512	\$568,322
5	SANTA BARBARA	39,727	\$178,463
5	SANTA CRUZ	38,042	\$170,894
2	SHASTA	57,989	\$260,501
3	SIERRA	3,555	\$40,000
2	SISKIYOU	44,301	\$199,011
10	STANISLAUS	84,396	\$379,127
2	TEHAMA	56,039	\$251,741
2	TRINITY	13,022	\$58,498
6	TULARE	187,716	\$843,265
10	TUOLUMNE	54,501	\$244,832
7	VENTURA	66,276	\$297,728
	TOTALS	3,852,001	\$17,336,632